



**State of Rhode Island
Department of Administration / Division of Purchases
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October 9, 2015

ADDENDUM # 1

RFP: 7549922

Title: Access to Housing and Services -RICABHI

Bid Closing Date & Time: October 27, 2015 at 10:00 AM (Eastern Time)

Notice to Vendors:

**ATTACHED ARE VENDOR QUESTIONS FROM THE PRE-BID/PROPOSAL
CONFERENCE AND OPEN QUESTION PERIOD WITH STATE RESPONSES.**

NO FURTHER QUESTIONS WILL BE ANSWERED.

**David J. Francis
Interdepartmental Project Manager**

Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.

Applicant Questions with State Responses for RFP #7549922 Access to Housing and Services –RICABHI

Question 1: Can these funds be used to pay for housing subsidies or rental assistance?

Answer to question 1: No, the Department of identified the 150 housing subsidies over a 3 year period.

Question 2: Is this contract a cost-reimbursement contract? If yes, will the applicant be required to submit monthly invoices? If no, how often will applicants be provided funds to cover associated costs?

Answer to question 2: Answer to #2 is yes. Providers will be required to submit a monthly invoice of a format that will be provided by the state upon award. This invoice will be a line item based invoice based off of your submitted budget.

Question 3: Will there be a specific documentation process for any supportive service costs not covered by Medicaid? If yes, what will that documentation process consist of?

Answer to question 3: The Department has entered into a Cooperative Agreement with SAMHSA to provide direct support services that will be addressed through this RFP, as well as system change activities. One of the pieces of the system change work would be to pilot the use of the Homeless Management Information System to bill for services. Applicants should use a fully loaded staff cost to estimate and bill for costs.

Question 4: Is Specific Task 4 (provide direct service to 150 persons who are currently living in permanent supportive housing) for individuals who are currently not receiving services or can applicants continue to provide services for individuals already receiving supportive services while living in permanent supportive housing? Additionally, do the 150 currently living in permanent supportive housing have to be formerly chronically homeless individuals? If yes, how long prior to program participation should individuals have been chronically homeless or within what timeframe?

Answer to question 4: The goal of Task/Deliverable 4 is to ensure that individuals currently residing in permanent supportive housing have access to treatment, recovery supports, SOAR and employment services. The applicant will work with the Continuum of Care to identify these individuals. The individuals should have met the HUD chronic homeless criteria upon being housed (three episodes within 4 years or homeless for 12 months). If people already have access to these services through other means, these dollars cannot supplant those dollars.

Question 5: How do you define veteran? Can an applicant provide services to those who served, regardless of their discharge? Will the state require proof from an individual's DD-214?

Answer to question 5: This reference to veterans includes service members, veterans and their families (SMVF). The applicant can provide services to individuals regardless of their discharge status. The applicant should have some way to verify their military status including a DD-214, active military ID, etc.

Question 6: Do applicants need to hire a SOAR Specialist and then contract that specialist out to the state? Will the SOAR Specialist work for the applicant, therefore only doing SOAR related work for the applicant, or will the SOAR Specialist work for the state and do applicant SOAR related work and other state SOAR related work? Is there a difference between contracting with SOAR versus hiring a SOAR Specialist?

Answer to question 6: The applicant will need to contract with the statewide SOAR program for a 1FTE SOAR Specialist to work with program participants or hire someone trained in SOAR. It is the expectation that this worker will be available to work with any participant in the program (some portion of the 100 per year to be enrolled). These participants can be the direct clients of the applicant or clients of any of its subcontractors.

Please note the other 2 FTE positions that will need to be hired or sub-contracted are an Employment Specialist and a Recovery Specialist.

Question 7: What are the reporting requirements for this RFP? Will applicants be required to report services by task? Will applicants be required to report budget expenses by task?

Answer to question 7: To the extent possible, BHDDH would prefer to know how the funding will assist applicants in completing the deliverables/tasks identified in the scope of work. The budget narrative should include a detailed narrative that describes how the funding will be used to do this. However, we do understand that there will be overlap. We will work with the successful applicant to comply with new invoicing practices that provide some level of detail about the work being addressed when billing. This will also be true for any reporting.

Question 8: Does the state know the number of individuals currently being held at RIDOC intake that are considered chronically homeless?

Answer to question 8: The Department of Corrections identified a group of 56 persons who they refer to as “Frequent Flyers”. These are persons who cycle between the homeless system and the Prison Intake Center. The persons identified have been arrested, on average, 18 times and incarcerated 13 times over their criminal history.¹ The average age is 33, with the youngest being 19 and the oldest 63. The majority of this group attained a high school diploma or high school equivalency. The lowest three education levels had the highest numbers of arrest. The persons with the highest levels of arrests reported being homeless or having unstable housing at the time of arrest. Twenty four of the 56 Frequent Flyers were assessed by the Level of Service Inventory Revised (LSI-R), which is an assessment tool designed to determine an adult offender’s individual needs and predicted risk of recidivism. The awardee will work with the Department of Corrections Discharge Planning unit to identify these individuals.

¹ Rhode Island Department of Corrections Information Management System